

**Southeastern Education Service Center.**


**Projected Budget**

**Fiscal Year 2005**

**Date of Original Hearing** 4/13/04 **Date of Adoption** 4/4/04

**Re-Submitted Budget documents to 2004-2005 Chair** 10/6/04

**I certify that the attached budget document is a true and correct copy of the budget for Southeastern Education Service Center for the fiscal year ending June 30, 2005.**



**Director of Southeast Education Service Center**

**Thomas L. Roush**



**Signed by Budget Officer or Chairman of the Regional Board**


**Superintendent Kirk Sitterud**

**Southeastern Education Service Center**  
**Projected Income - fy2005**

(presented 4/13/04)  
( ALL ACCOUNTS)

| INCOME SOURCE                                     | Local      | USOE<br>State | Special<br>Projects      | Comments  |
|---|------------|---------------|--------------------------|---|
| State Revenue                                     |            | 305,401.00    |                          |   |
| USOE Office                                       |            | 5,637.00      |                          | One Time Money                                    |
| USOE Office                                       |            | 16,000.00     |                          | Reading Support                                   |
| UEN   | 57,569.00  |               |                          | Technical<br>Help Desk Support                    |
| UEN   | 65,397.00  |               |                          | Regional<br>Technology Trainer                    |
| FY '05 Grants: MERIT<br>Tri-State History         |            |               | 475,103.00<br>499,967.00 | 3 year Total =1,421,049<br>2 year Total = 999,933 |
| Title 6 from Districts/Media                      | 12,476.00  |               |                          | From the Districts                                |
| Local Support for Regional<br>Technology Training | 3,000.00   |               |                          | From Districts<br>Continued?                      |
| Poster Project                                    | 2,000.00   |               |                          |   |
|   |            |               |                          |   |
| Sub-Totals  | 140,442.00 | 327,038.00    | 975,070.00               |   |
| TOTAL PROJECTED<br>INCOME                         |            |               |                          | \$ 1,442,550                                      |

Date Approved: \_\_\_\_\_

  
4/10/04

**Projected BUDGET - FY 2005 (Presented 4/13/04)**

| <b>CATEGORY</b>  | <b>5335<br/>Main</b> | <b>7410<br/>MERIT</b> | <b>7325<br/>HISTORY</b> |
|--|----------------------|-----------------------|-------------------------|
| <b>New Revenues</b>  |                      |                       |                         |
| State Revenue  | 327,038              |                       |                         |
| State & Federal Grants   |                      | 475,103               | 499,967                 |
| UEN - Regional Trainer & Help Desk   | 122,966              |                       |                         |
| Title 6 from Districts / Media Library<br>Poster Project Income                              | 12,476<br>2,000      |                       |                         |
| Misc. - Tech Support from Districts  | 3,000                |                       |                         |
| <b>TOTAL REVENUES</b>  | <b>467,480</b>       | <b>475,103</b>        | <b>499,967</b>          |
| <b>Total Revenue \$1,442,550</b>   |                      |                       |                         |
| <b>Expenditures</b>  |                      |                       |                         |
| Total Salaries & Benefits  | 401,265              | 150,642               |                         |
| Purchased Professional - Contractual - In-service  | 20,000               | 207,633               |                         |
| Inservice Training & Catering Events   | 15,000               | 1420                  |                         |
| Supplies (software, books, office, periodicals,<br>computer supplies, etc.)                  | 10,000               | 20371                 |                         |
| Equipment and Furniture  | 20,000               | 37667                 |                         |
| Dues, Fees, Registrations, Publications  | 1,800                |                       |                         |
| Audit  | 3,850                |                       |                         |
| Travel: Lodging, Food, Fuel  | 18,000               | 22283                 |                         |
| Utilities, water, gas, electricity, insurance,<br>Telephone, Repairs (cars, equip, property) | 13,500               |                       |                         |
| Miscellaneous / Other  | 2,000                |                       | 499,967                 |
| <b>TOTAL EXPENDITURES</b>  | <b>505,415</b>       | <b>440,016</b>        | <b>474,969</b>          |
| Indirects  | <60,085>             | 35,087                | 24,998                  |
| Balance after indirects  | <b>445,330</b>       | <b>475,103</b>        | <b>499,967</b>          |
| <b>Revenue Minus Expenditures</b>  | <b>22,150</b>        | <b>-0-</b>            | <b>-0-</b>              |
| Estimated Carry Over - Beginning Balance   | <b>354,206</b>       | <b>188,627</b>        | <b>-0-</b>              |
| <b>Estimated Ending Balances</b>   | <b>376,356</b>       | <b>188,627</b>        | <b>-0-</b>              |

Date Budget Approved:

4/04/04

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SESC Board Meeting  
April 13, 2004 - Grand District Office

**Present:** Supt. Ron Ferguson (Grand); Supt. Dave Armstrong (Carbon); Supt. Doug Wright (San Juan); Supt. Kirk Sitterud (Emery); Lynn Bills (SESC); Coy Ison (Reg. Tech. Coordinator); Theresa Wilson (Reg. Tech. Trainer); Patty Lyman (Reg. Reading Specialist) and Julie Taylor

**Blue Ribbon:**

**Grand:** Supt. Ferguson reported a successful month with Grand winning the State Championship in Forensics. They had five (5) Sterling Scholar winners and four (4) runners up. They've also been very successful in their athletic program.

**Carbon:** Supt. Armstrong announced that they "swept" the Regional Science Fair, with sixty (60) students placing and 3 going on to the National Science Fair.

**Minutes:** *(There were no new warrants at this time for approval)*

A correction was noted from last month's minutes, under the item "Professional Development". Funding made available for teachers to get endorsements and obtain highly qualified status.

Supt. Wright called for a motion to accept the minutes. Supt. Sitterud motioned to accept the minutes with the corrected noted above. Supt. Armstrong seconded the motion. Board in favor, none opposed.

**Budgets:**

1) The board was presented with a **revised budget for year 2003-2004**. A copy of the original proposed budget (which was approved in May, 2003) was provided for comparison. Lynn explained that the main difference between the proposed and the revised was the receipt of two major grants (MERIT and UTIPS), awarded after the budget was last approved. The benefit to the service center is the indirect money (8% of one grant and 5% of the other), amounting to a total of \$32,620 for this fiscal year. This extra revenue will keep the center from running in the red this year. It was noted that the line item money coming in from the state is no longer "Title 6". Supt. Ferguson moved to accept the revised budget. Supt. Sitterud seconded the motion. Board in favor, none opposed.

2) The board was presented with a **proposed budget for year 2004-2005**. Lynn explained he projected the rise in the cost of benefits as follows: insurance up by 10%, retirement up by 11.9% and FICA by 7.65%. With the heavy rise in the cost of the benefits package, he regretfully recommended that the salaries of SESC employees be frozen again this year. This will be the 3<sup>rd</sup> year salaries have been frozen. Supt. Sitterud pointed out that we did not include the new technology position on the salary budget. That will have to be amended when we do a revised budget later in the year. A new grant (Tri-State History) shows on the budget, along with MERIT and UTIPS, and will bring the center another \$24,998 in indirect funds. This should cover the cost of the new technology position. Supt. Armstrong moved to accept the proposed 2004-2005 budget, Supt. Ferguson seconded the motion. Board in favor, none opposed

**Lynn was excused at this point to facilitate the planning meeting in the Board Room.**

# Southeast Education Service Center (F. Lynn Bills, Director)

Fiscal Agent - Carbon County School District

685 East 200 South, Price, Utah 84501 \* Phone: 1-435-637-1173 \* FAX: 435-637-1178

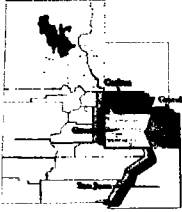
## Projected Budget Summary Report - Fiscal Year 2005

|                                 | FY '03           | FY '04         | FY '04         | ** FY '04        | FY '05           |
|---------------------------------|------------------|----------------|----------------|------------------|------------------|
|                                 | Actual Figures   | Proposed       | Revised        | With Grants      | Proposed         |
|                                 | CCSD - F4        | (May '03)      | (April '04)    | (April '04)      | (April '04)      |
| <b>Revenue:</b>                 |                  |                |                |                  |                  |
| Local                           | 306,214          | 138,442        | 150,442        | 150,442          | 140,442          |
| State                           | 461,606          | 301,344        | 301,344        | 301,344          | 301,344          |
| Federal                         | -0-              | 15,000         | 38,200         | 821,138          | 475,103          |
| <b>Total Income</b>             | <b>767,820</b>   | <b>454,785</b> | <b>489,986</b> | <b>1,272,924</b> | <b>916,889</b>   |
| Carryover                       | 397,432          | 335,920        | 335,920        | 335,920          | 542,833          |
| <b>Total Revenue</b>            | <b>1,165,252</b> | <b>790,705</b> | <b>825,906</b> | <b>1,608,844</b> | <b>1,435,752</b> |
| <b>Expenditures:</b>            |                  |                |                |                  |                  |
| Salaries                        | 376,926          | 328,253        | 244,647        | 364,047          | 367,938          |
| Benefits                        | 107,635          | 118,156        | 122,323        | 182,023          | 183,969          |
| Purchased Services              | 130,976          | 30,000         | 37,650         | 281,735          | 231,483          |
| Travel & Inservice              | 40,691           | 10,000         | 28,200         | 69,406           | 43,703           |
| Supplies and Materials          | 121,328          | 4,500          | 17,000         | 29,600           | 28,371           |
| Property / Equipment            | 50,862           | 4,500          | 38,000         | 122,700          | 57,667           |
| Other                           | 914              | 951            | 16,500         | 18,500           | 17,300           |
| Indirects                       |                  |                | <32,620>       |                  |                  |
| <b>Total Expenses</b>           | <b>829,332</b>   | <b>497,260</b> | <b>471,700</b> | <b>1,066,011</b> | <b>930,431</b>   |
| <b>Balance (w/o carryover)</b>  | <b>-61,512</b>   | <b>-42,475</b> | <b>18,286</b>  | <b>206,913</b>   | <b>(-13,542)</b> |
| <b>Balance (with carryover)</b> | <b>335,920</b>   | <b>293,445</b> | <b>354,206</b> | <b>542,833</b>   | <b>529,291</b>   |

# SOUTHEAST EDUCATION SERVICE CENTER

685 EAST 200 SOUTH - PRICE, UTAH 84501

Telephone: (435) 637-1173 FAX: (435) 637-1178



Thomas L. Roush, Ph.D.  
Director

October 8, 2004

Office of the State Auditor  
**Attn: Kent Godfrey**  
Utah State Capitol Complex  
P.O. Box 142310  
Salt Lake City, UT 84114-2310

Re: Delinquent Report--Budget Report for FY 2005

Dear Mr. Godfrey:

Please, allow me to introduce myself: I am Thomas L. Roush, Ph.D. the new director at Southeastern Educational Service Center (SESC) in Price, Utah. Dr. Lynn Bills, my predecessor retired in June. During that transition the necessity of the above report was overlooked. It is intended that the materials in this report will satisfy those reporting requirements:

- Auditors Notice of Delinquent Reports
- Board Chairman and Director's certification of true and correct nature of projected FY 05 budget.
- Projected Income Statement for FY 05
- Projected Budget (Income/Expense Statement) for FY 05
- Excerpt of SESC Board Minutes of 3/13/04 when FY 05 Budget was approved
- Three year Budget Summary Report for FY 03—FY 05
- Independent Auditor's Report for FY 03 (most recent available) (FY 04 is in process)

In looking at the Center's past reporting practices, it appears that the enclosed materials have been accepted to fulfill the above requirement. If any additional information or explanation is required, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Thomas L. Roush, Ph.D." The signature is fluid and cursive.

Thomas L. Roush, Ph.D.  
Director

#### Participating Districts

Carbon County School District  
Grand County School District

Emery County School District  
San Juan County School District